

Travel & Expense Account Summary

Employee Name John Chiang
Expense Dates 10/07/11-10/25/11
Report Name October 2011 1

Request Total \$ 1416.56
Direct Charge Total - 1320.90
Travel Advances - 0.00
Net Due Employee = 95.66

| Trip Totals | | |
|-----------------------|-----------------|--------------|
| Trip/Expense Category | Trip Name | Total Amount |
| Regular Travel | Oct2011Vacavill | 385.40 |
| Regular Travel | Oct2011SanJose2 | 373.40 |
| Regular Travel | Oct 2011 SAC | 286.36 |
| Regular Travel | Oct 2011SanJose | 371.40 |

NOTE: (d)=Direct Charge

| DATE | Fri Oct 7 | | | | | | | | | TOTAL |
|----------------------------|--------------|--|--|--|--|--|--|--|--|--------|
| Commercial Air Fare (d) | 371.40 | | | | | | | | | 371.40 |
| TOTALS \$ | 371.40 | | | | | | | | | 371.40 |

| DATE | Mon Oct 17 | Tue Oct 18 | | | | | | | | TOTAL |
|----------------------------|---------------|---------------|--|--|--|--|--|--|--|--------|
| Lodging | 95.66 | | | | | | | | | 95.66 |
| Commercial Air Fare (d) | | 190.70 | | | | | | | | 190.70 |
| TOTALS \$ | 95.66 | 190.70 | | | | | | | | 286.36 |

| DATE | Fri Oct 21 | | | | | | | | | TOTAL |
|----------------------------|---------------|--|--|--|--|--|--|--|--|--------|
| Commercial Air Fare (d) | 373.40 | | | | | | | | | 373.40 |
| TOTALS \$ | 373.40 | | | | | | | | | 373.40 |

Travel & Expense Account Summary

| DATE | Tue Oct 25 | | | | | | | | | TOTAL |
|----------------------------|---------------|--|--|--|--|--|--|--|--|--------|
| Commercial Air Fare (d) | 385.40 | | | | | | | | | 385.40 |
| TOTALS \$ | 385.40 | | | | | | | | | 385.40 |